Kent Housing Group Executive Board

DRAFT MINUTES – Wednesday 11th May2016

Kent County Council, Medway Room, Sessions House, Maidstone, Kent

**Attending**: Eileen Martin, Amicus Horizon Limited & Chair; Satnam Kaur, TMBC and Vice Chair; Deborah White, WKHA; Peter Stringer, Golding Homes; Kevin Hetherington, TWBC and Kent Homechoice; Christy Holden, KCC; Matthew Gough, Medway Council; Melanie Anthony, KCC ; Brian Horton, SELEP; Sarah Robson, Shepway DC; Sharon Williams, Ashford BC; Jill Pells and Rebecca Smith, KHG

**Apologies**: Pat Smith, Sevenoaks DC; Bob Porter, Thanet DC; John Littlemore, Maidstone BC & JPPB Chair

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| **ITEM** | **NOTES** | **ACTION** |
| **Introductions & Apologies** | Introductions and apologies noted. |  |
| **Minutes & Matters Arising** | Minutes agreed as accurate. Matters arising included:  Page 1 – RS to liaise with Stuart at TCHG about the Kent Customer Services Group as there has been no response following the last meeting. EM to ask Loretta to send out appointments for future KHG Event Group meetings. It was agreed to open the invite to be part of this group to the wider KHG membership.  Page 2 – SW and RS to pick up the item about the alternative banking options for KHG for any reserves.  RS to contact RG about another appointment for meeting with RS and BH with regards to the KMHS, also to chat with him about the KHG item agenda for Devolution in Kent.  Page 3 – BH advised that Bob Porter has a meeting planned with HCA with regards to the HCA Pilots and will feedback, to also have as a substantial item on the next KHG agenda. This feedback should also include feedback on the Institutional Investment issues that were brought up at the Future of Housing Briefing. EM advised that there is a meeting on Friday 13th May to look at affordability and to include some elements around the future of supported housing.  Page 4 – there has been no date set yet for another meeting of the Kent Welfare Reform Group. EM to liaise with DE and TW about this group and the actions for housing going forward. | ***RS***  ***EM***  ***RS & SW***  ***RS***  ***EM*** |
| **KHG Budget** | RS and SW went through the budget sheet circulated at the meeting. RS updated that the balance (expenditure) did not currently include the final Kent Event Centre invoice that was paid recently and that the expenditure in the KHG Innovation Fund was due to unexpected payments to two groups. RS also advised that the website payment will total approximately £4000 but that JPPB are due to pay 50% of this.  There is an estimated cost from Ashford BC of £5000 for the treasury role, SW and RS to go back to Ashford BC Finance about this as this is based on the time of one or two officers and the raising of approximately 75 invoices.  RS to liaise with Ashford BC about not chasing non payment of subscriptions or KHG Seminar invoices, RS would like to notify them first if there are any issues outstanding.  RS to also notify SR that Shepway need to invoice for JP salary for 2015/16 and Ashford for RS salary for the first part of this coming year.  There was a discussion about the sponsor opportunity for the Dementia Action Alliance Awards and it was agreed to sponsor £500.00. RS to liaise with Lesley Clay and colleagues about this payment. | ***RS***  ***RS & SW***  ***RS***  ***RS & SR***  ***RS*** |
| **Joint Kent Chiefs Away Day** | JCEX have invited housing colleagues to present at their Away Day in June. Tracey Kerly has been asked to lead on housing issues for the JCEX and it has been confirmed that EM, SK, BH and RS will liaise with TK in early June for the meeting on the 30th.  EM confirmed that it would be useful to share facts and figures linked to the housing issues for Kent and Medway and to establish what other key issues will benefit the JCEX colleagues. RS advised that Tracey has been given a remit to convey the wider strategic housing issues for the County. One of the key points was to share the new prospectus from the Homes and Communities Agency regarding the programme and how to address those who have a need for rented housing. BH suggested that it would be useful to demonstrate the impact on a General Fund account with some of the impacts from recent Government announcements.  SK suggested it would be useful to have some figures about the length of time to discharge duty for homeless households, to demonstrate another true impact and greater issue for JCEX to be aware of. The NHF have done some research and published a paper on this issue.  SR questioned whether opportunities about joint working with Health colleagues, via the CCG’s, should be shared with JCEX and if the tangible link is with the housing agenda, to utilise missed opportunities. DW suggested using some of the information shared by Dr Jessica Allen at the recent KHG Seminar.  SK commented that we have to be realistic about the current situation, that perhaps there are some problems that we cannot provide solutions for, as well as going with some practical recommendations for JCEX colleagues. There was an issues discussed about the understanding of how local residents in area will be impacted by the development of Starter Homes and local connection criteria. |  |
| **KMHS Refresh Update** | No further items to add to the update from this mornings meeting. |  |
| **Accommodation Strategy & Commissioning Body** | CH did not have any additional update  MA advised that all are aware of the recent review of housing related support, asking fundamental questions about expenditure and what type of services are provided for example. The findings of the review were presented to the Strategic Commissioning Board and accepted, there were some additional savings identified. There will now be the opportunity to move forward on several work streams, including Domestic Abuse Support Services and commissioning of this service. Engagement and co-production events will now go ahead as previously planned.  There are some short term savings that are required in this coming year, there will be discussions with those who currently have short term contracts. |  |
| **HACT** | BH advised that this was item that resulted from a discussion with Gavin Smart, CIH following the KHG Seminar. This is again about Health and Housing links. It was agreed to ask Linda Hibbs and Dipna Pattni to take this forward. RS to share the information from Gavin with LH, Lesley Clay and DP to consider the value and then feedback about whether this is worth further work.  PS advised that he has previously used data software that is GPS based called Community Impact Assessment and has some information that could be shared to benefit this work. EM advised that AHL may have brought a license for this data source and will feedback. | ***RS***  ***PS and EM*** |
| **KHG Events** | There is the event around Asset Management to take forward. There is also the new Build to Rent product and Ashford are happy to host a session on this for KHG, looking at July. RS and SW to share details when available. There will be a cost for overnight accommodation but Ashford BC is happy to cover this cost. It was agreed that once a date is set it would be useful to have information from members about what they would like covered, so that he can shape the presentation accordingly. BH could offer additional speakers to compliment this event.  KHG Seminar – there was a discussion about an annual seminar and whether this is appropriate. It would need to be topical and of interest but should the group decide to take this forward the planning does need to commence in advance. JP went through the feedback from those who completed the feedback survey to highlight the key areas of feedback about the recent event.  The recommendation from KHG EXB is that we should consider a June/July 2017 KHG Seminar and that the KHG Events Group will take this on. Current membership of KHG Events is EM, JP, RS, DW, BP and PS to ask Diane Beeching to attend on behalf of Golding Homes. SR also agreed to attend the KHG Events. JP will set dates and share with the group. JP to send SR the date for the KHG Excellence Awards Assessment Date. (22nd June)  BH advised that KDG are looking to launch the Pre Planning Application Protocol and use this opportunity to have a joint event with KDG and KPOG, with a view to review the Viability Protocol. | ***RS and SW***  ***ALL to note***  ***JP*** |
| **AOB** | EM raised two things on behalf of HSEG. The HSEG have an action plan and there are two objectives that they require support or guidance on. One is in relation to the review of the OP Third Age Housing Protocol, it was suggested that HSEG could do a piece of work about the different models of OP housing available and how these could be used in Kent and Medway going forward.  With regards to the Tenancy Strategy it was agreed that this will be a useful piece of work but this needs to pause until the Housing and Planning Bill is passed. | ***RS to feedback to HSEG*** |

***Thank you to KCC for hosting and for providing refreshments***